

**RPMS Training Course Description:**

***USE OF PCC DATA FOR PATIENT CARE AND  
PROGRAM MANAGEMENT***

**Instructor:** William Mason or Dorothy Russell or Gary Lawless or Toni Jarland

**Audience:** Health care providers, facility and program administrators, medical records personnel, planners and epidemiologists, and information systems personnel.

**Length:** 3 days.    **Hours:** 8:30 - 4:30 daily.

**Objectives:** Students will be able to formulate and execute ad hoc searches of the PCC database to produce lists of patients with various medical conditions and patients with important service needs such as immunizations, pap smears, health education, and specialty care. Students will learn to produce age distributions and mailing labels for patients selected in ad hoc searches. Students will learn to select and execute reports for facility and program management, quality assurance, workload statistics, and community epidemiology. And students will learn to create and maintain registers of high risk patients in order to better monitor and manage their care.

**Teaching Method:** The course consists of three sections: the PCC Ad Hoc Query System, PCC Reports, and the Case Management (Register) System. Each section consists of lecture with overheads, demonstration of the tool, and hands-on exercises utilizing individual computer terminals for each student and a simulated patient database.

## **Course Outline:**

### **Day 1 - QMan**

**8:30 - Fundamentals of QMan, the PCC ad hoc query tool**

**9:00 - Definition of PCC terms**

**9:30 - Demonstration of QMan search capabilities**

**10:00 - Break**

**10:15 - Student retrieval of simple demographic data**

**11:00 - Student retrieval of simple clinical data**

**12:00 - Lunch**

**1:00 - QMan outputs:**

**Patient lists**

**Counts**

**Age distribution reports**

**3:00 - Break**

**3:15 - QMan outputs (cont.):**

**Mailing Labels**

**Customized report formatting**

**4:00 - Establishing Taxonomies of Diagnoses, Tribes, Communities, and Drugs**

**4:30 - Adjourn**

### **Day 2 - QMan**

**8:30 - Retrieval of patients without certain characteristics (PAP, MMR,  
Patient Education, Dental Visit)**

**9:30 - Complex conditions associated with retrieval of clinical data**

**10:15 - Break**

**10:30 - Student retrieval of patients with multiple demographic and clinical attributes**

**12:00 - Lunch**

**1:00 - Generating and saving cohorts of patients for future use**

**2:15 - Break**

**2:30 - Student exercise**

**4:30 - Adjourn**

### **Day 3 (AM) - PCC Reports**

**8:30 - Identification of available reports for:**

- Quality Assurance**
- Group patient management**
- Program management**
- Facility and Community Profiles**
- Chart audits**
- Provider workload**
- Epidemiology**

**9:00 - Demonstration of report generation**

**9:30 - Student retrieval of selected reports**

**10:00 - Break**

**10:15 - Custom report generation**

**10:30 - Student exercise**

**12:00 - Lunch**

### **Day 3 (PM) - Case Management System**

**1:00 - Functions of the System:**

- Creation of a register of high risk patients**
- Adding patients and entering data**
- Generation of individual Case Summaries**
- Report generation**
- Linkage of registers to PCC clinical database**

**2:00 - Demonstration of system by instructor creating a register of the class' choice**

**2:45 - Break**

**3:00 - Student exercise**

**4:30 - Adjourn**